

CITY COUNCIL

Work Session

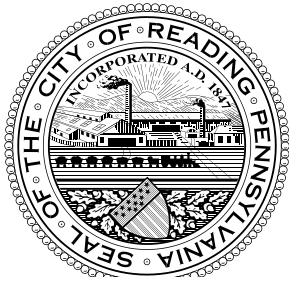
***Work Session
Penn Room***

***Tuesday, February 19, 2013
7:00 P.M.***

Although Council Work Sessions are open to the public, public comment is not permitted. However, citizens are encouraged to attend and observe the work sessions. Comment from citizens or professionals during the work session may be solicited on agenda topics via invitation by the Council President.

All electronic recording devices must be located at the entry door, as per Bill No. 27-2012. Recording may start when the meeting is called to order and must be stopped immediately when the meeting is recessed or adjourned.

- I. Call to Order**
- II. Managing Director's Report**
- III. Council Office Report**
- IV. Land Value Tax Presentation – J. Vincent**
- V. Adjourn**



CITY COUNCIL

Work Session

Meeting Report Wednesday, January 23, 2013

Council Members Attending: M. Goodman-Hinnershitz, S. Marmarou, D. Reed, R. Corcoran, D. Sterner, J. Waltman, F. Acosta

Others Attending: L. Kelleher, C. Younger, R. Natale, C. Snyder, M. Reinhart, P. Janssen

Ms. Goodman-Hinnershitz called the work session to order at 7:05 pm.

Managing Director's Report

Ms. Snyder summarized the report distributed to Council at the meeting as follows:

- Preparing a five year financial projection which will include a backup plan to handle the revenue reductions expected in 2015
- The Managing Director's Administrative Assistant will be taking over the communication duties for the City
- Meetings with the IAFF on contractual issues and the SAFER grant are occurring

Ms. Snyder summarized her 2013 goals which are included in the report as follows:

- Improved management of pension costs and implementation of a defined contribution plan for new management and AFSCME employees
- Explore new sources of revenue such as the implementation of a street light assessment and the in-sourcing of towing
- Improve revenue collection through amnesty programs followed by outside collection efforts

- Implementation of the MVA assisted by community and private partners
- Complete the update of the Comprehensive Plan
- Implementation of performance management system

Ms. Reed requested that the Managing Director provide regular updates on the partnerships with community and private partners. She noted that improved communication on these partnerships should come from the Managing Director, rather than through general conversation with constituents. Ms. Snyder agreed.

Mr. Waltman stated that he is pleased that Ms. Snyder is preparing a five year financial plan. He stressed the need for an amendment to the Act 47 Recovery Plan, as many of the initiatives in that plan cannot occur for various reasons. He stated that an amendment would refine the plan and turn it into a working document that guides and improves operations.

Mr. Marmarou stated that he is impressed with the renewed goal to increase the collection of delinquent fees and taxes through amnesty programs and outside collection.

Ms. Goodman-Hinnershitz inquired about the introduction of ordinances to correspond with the SAFER Grant. Ms. Snyder stated that an ordinance to amend the position ordinance would be required to increase the number of employees in the Fire Department.

Council Staff Report

Ms. Kelleher stated that the report was distributed with the agenda. She highlighted the following items:

- The LBA (Legally Binding Agreement) between the City's LRA and Mary's Shelter was reviewed by HUD and the Navy and the final document was sent via Fed Ex to the Navy, OEA and HUD after HUD and the Navy were satisfied with the LBA packets.
- The Board of Health is concerned by the long lapse without a City Health Officer, which is causing the handicapped application process to be delayed.
- Mr. Agudo, Ms. Butler, Mr. Kromer and Ms. Kelleher are working on the City's Land Banking Ordinance, which will provide another valuable acquisition tool for the City. The draft will be reviewed with Council in February.

Ms. Goodman-Hinnershitz inquired about the status of the Health Officer. Mr. Marmarou stated that the Administration is working through a glitch in the process.

End to End Housing Process

Mr. Natale and Ms. Reinhart gave a power point presentation on the various processes used to manage the City's housing. Mr. Natale stated that when he began managing the division three years ago there were no SOPs describing any of the various division functions. He stated that there are now SOPs for each process used. He noted that with the assistance from the Business Analyst many of the housing processes are managed within the Hansen program.

Mr. Natale and Ms. Reinhart described the following:

- Housing Registration Processes for Rental, Vacant for Sale, Vacant for Rehab and Vacant for Code Compliance
- Illegal Rental process which now includes a \$1000 violation when the illegal rental is identified and a \$300 per month surcharge until the rental begins the registration process. This approach has been highly successful. Illegal rentals are identified through complaint, via PMIs and through the Council Office.
- Auto Inspection Scheduling through Hansen. Hansen now selects the rental properties that will be inspected and generates letters that will be mailed to property owners 3-4 weeks in advance and then reschedules inspections for properties that cancel if additional inspections are required.
- Certificate of Transfer process that includes a post-settlement Health and Safety Inspection

Mr. Natale also noted the improved rental inspection fee that charges for compliance inspections which rewards the good landlords for being code compliant.

Mr. Corcoran expressed the belief that the Blighted Property process is working very well. He inquired about the renewal for the various registrations. Mr. Natale and Ms. Reinhart stated that the registrations must be renewed annually.

Mr. Sterner inquired if there is now a complete database of all City properties. Mr. Natale stated that the database for properties was started in 2011. He stated that the paper system has been converted to electronic documents that are loaded into Hansen.

Mr. Natale stated that there are approximately 9000 rental properties in the system. He stated that about 800 new properties were identified in 2012. He expressed the belief that the number of new illegal rentals will begin to dwindle.

Mr. Waltman stated that he is very pleased with the teamwork between Property Maintenance, the City Clerk and the Law Department to refine and improve the housing processes. He noted the need for a measurement process. Mr. Natale agreed

and stated that he is beginning to work to create a measurement process. He noted that PMD will begin using the CSC to undertake collection activities for delinquent customers.

Ms. Goodman-Hinnershitz inquired about the fire escrow process. Mr. Natale stated that he is working with the Fire Escrow Work Group, composed of Law, the City Clerk and the Business Analyst, to improve the use of the City's portion of the fire escrow funds.

City Council congratulated Mr. Natale and the PMD team for their work to improve their overall operations.

MVA (Market Value Analysis)

Paul Janssen from the Center for Local Excellence in Government provided an introduction on the MVA which was commissioned by the Reading Redevelopment Authority. He stated that TRF completed the MVA for Reading and approximately 30 other cities. He stated that the MVA provides a snap shot of detailed data for properties within the various census blocks. He stated that implementation of the MVA may require an amendment to the Comprehensive Plan and the Zoning Ordinance. He suggested adopting a Redevelopment Map which will allow City-wide development. He noted that the MVA also looked at municipalities around Reading.

Mr. Janssen stated that future redevelopment efforts must consider the decline in HUD funding. He explained the various MVA map layers and components.

Ms. Goodman-Hinnershitz inquired how the MVA considers the old and small row housing built around previous industrial areas for walk to work jobs. Mr. Janssen stated that the MVA does not provide answers; the MVA only provides guidance through the data compiled.

Mr. Acosta noted the need for a neighborhood focused approach rather than the scattered housing approach currently used. Council agreed.

As no other business was brought to the table the meeting adjourned at approximately 8:50 pm.

Respectfully submitted by Linda A. Kelleher CMC, City Clerk



Council Office Report

1/1/13 through 1/31/13

Council Staff

Linda Kelleher, City Clerk

Michelle Katzenmoyer, Deputy City Clerk

Beatrice Rivera, Legislative Aide

Constituent Service

The following table is a rough tabulation of the number and type of issues addressed by the Council Office:

Calls for Directory Assistance

Call Type	Number of Calls
Solid Waste	9
Codes	19
Tax	2
Mayor	5
Police	6
Fire	1
Community Development	3
Planning & Zoning	3
Human Resources	4
Accounting/Finance	3
Law	4
Managing Director	7
RAWA	5
Public Works	4
IT	1
Parking Authority	0
Services Center	7
Human Relations Commission	3
Recreation Commission	0
Streets	0
Building and Trades	8
Purchasing	1
HARB	0

Auditor	1
Sanitary Sewers	2
Redevelopment Authority	2
Total Calls	100

<u>Messa</u> <u>ge for</u> <u>Counc</u> <u>il</u>	<u>Complai</u> <u>nts</u>	<u>Non-City</u> <u>Directory</u> <u>Assistanc</u> <u>e</u>	<u>Calls</u> <u>Handled</u> <u>In-Office</u>	<u>Tot</u> <u>al</u> <u>Call</u> <u>s</u>	<u>Wal</u> <u>k-</u> <u>Ins</u>	<u>Email</u> <u>Reque</u> <u>sts</u>	<u>Email</u> <u>Complai</u> <u>nts</u>	<u>Total</u> <u>Email</u>	<u>Total</u> <u>Constit</u> <u>uent</u> <u>Service</u> <u>e</u>
17	2	43	236	398	62	2409	1614	4023	4483

Houses Identified As Missing Housing Permits, Business Licenses, or Zoning

Areas Covered: MDJ Cases
Property transactions
Citizen complaints

Total (Since Feb. 2008): Approx. 13,139

Activities of Boards, Authorities and Commissions

Environmental Advisory Council –The EAC meeting in January was devoted to the issue of fluoridated water with guest speakers (pediatrician, two dentists, and the Executive Director of the Water Authority) so that a final position can be taken by the EAC and submitted to Council for their review. The EAC will begin looking at the waste to steam issue in March.

Board of Health – The Board of Health met to discuss the vacancy of the City Health Officer and to continue their review of Tattoo parlor inspection regulations. Several potential new members were in attendance. Preliminary discussions were held on setting a limitation on pets after the Tattoo regulations are complete.

Board of Ethics – The Board of Ethics did not meet in January but are waiting to hear back from Council on Council's position on the amendment to the Code of Ethics regarding the awarding of contracts and election regulations.

Land Bank Ordinance Introduction - As you know the State legislators passed the Land Bank Act, which enables communities to systematically remove problem properties from an endless cycle of vacancy, abandonment, and tax foreclosure, and return these properties to productive use. It also allows communities to allow entities to engage in bulk quiet title proceedings for the purpose of obtaining title insurance thus making the title marketable. Land Banking is another important acquisition tool for municipalities. To use this tool, municipalities need to enact legislation to create a Land

Bank Authority that must have 5 – 11 members. Land Bank Authority members can be municipal elected officials and/or employees.

Lands banks do not possess the power of eminent domain and Lands banks may sell real estate without going through a competitive process. The land bank has the power to acquire real estate in its name and maintain, demolish or improve the property; sell the property for redevelopment; or lease the property, consistent with state law. The land bank can accept the assignment of tax liens from municipalities. The land bank may file action to quiet title for properties it owns.

A Land Bank acquire properties through a voluntary sale or donation, for the upset price, if no one bids higher, for a negotiated figure with the Tax Claim Bureau at the judicial sale stage or from the Tax Claim Bureau repository of unsold property. While Land Banks will require start-up funding to cover acquisition costs and maintenance of acquired properties, it can become self sustaining through its ability to generate income from the sale of properties in its inventory and from the lease of properties in its inventory.

An ordinance for Reading has been drafted by the City Clerk, Legal Specialist, CD Director and John Kromer. The draft ordinance was also sent to the Housing Alliance's legal counsel for review.

Reading LRA – HUD sent the approval letter for the Legally Binding Agreement between the LRA and Mary's Shelter. As the parcel that holds the main facility was subdivided and recorded I would expect Mary's Shelter to take physical possession sometime between March and June. The Navy is preparing the deed to the property. As for the residual property, the Navy is completing some BRAC required studies and testing. At the conclusion of that process they will negotiate with the RRA who wishes to purchase the property for ratable residential reuse. A reuse that was specifically requested by the community.

Blighted Property Review Committee – The BPRC approved the determination of the following properties at their January Hearing:

- 211 Greenwich St, Wesley and Lolita Pace, owner, PO Box 15011 Reading Pa 19612, No purchase date listed
- 1422 Muhlenberg St, Marie Pierre, 1400 Hampden Blvd, Rdg, 19604, purchased Dec 2003
- 526 Douglass St, Casimir Edner, owners, 181 Hawthorne St Apt 4f Brooklyn NY 11225, Purchased July 2008
- 1252 Perkiomen Ave., Eastern Development Property Trust, owners, 701 S Broad St Philadelphia Pa 19147, no purchase date listed
- 211 Gerry St., Harvey, Mary and Kenneth Moyer, owners, 301 S Wyomissing Ave Shillington Pa 19607 no purchase date listed
- 1340 N 10th St., Richard and Bertha Hafer, 1005 Beech St Reading Pa 19605, No purchase date listed

- 915 N Front St, Robert and Sandra Clark, owner, 915 N Front St, Reading 19601, No purchase date listed
- 1538 Mineral Spring Rd, Mary Lou Petrucci owner, 1538 Mineral Spring Rd, Rdg, 19601 purchased June 2007
- 618 Birch St, Neil McClean, owner, 2038 Salisbury Dr Apt A Bowling Green KY 42101, purchased Aug 1998
- 1453 Fairview St, Mark French, owner, 317 Warwick Dr Reading Pa 19610, purchased March 1998
- 922 Perry St, Orlando Matos, 922 Perry, Rdg, 19604 purchased Feb 2002
- 517 Perry St, Elizabeth Polk, 4412 Bloomfield Ave # F-1 Drexel Hill Pa 19026, purchased Jan 2006
- 1522 Heine St, Chia-Chang Liu, 3437 Bartlett Ave Rosemead CA 91770, purchased April 2007
- 641 S 10th St, John Dorscheimer, owner, 641 S 10th Street Reading PA 19601, No purchase date listed
- 1012 Pear St., Raymond Jackovitz, owner, 3235 E Grant St Slatington PA 18080, purchased Jan 2004
- 741 N 2nd St, Nichloas Batista and Lillian Brown, 741 N 2nd St Reading PA 19601, purchased July 2004
- 702 N 10th St, Tony Tran, owner, 1803 Glenifer St, Phila, 196141, purchased Nov 2011

The following property was tabled at the January Hearing due to a discrepancy with the affidavit from RAWA:

- 430 Spring St, Edward Daniszewski, 20 Dautrich Rd Reading PA 19606, purchased Feb 2003

Staff Activities

Drafted and Prepared

Linda:

- Amendment to Diversity Board Ord
- Amendment to Fire Escrow Ord
- Edits to Land Bank Ord
- Tax Sale Process Chart
- CORE Process Description
- Main St Design Agendas/Minutes
- BPRC Packets, Agendas, etc
- Position Ord Amendment re SAFER Grant
- Resolution & Decision 912 Amity St & correspondence to property owner
 - Police Promotion Resolutions

- Ads Work Session Schedule Change, Charter Board Meetings, Ordinance Ad and BAC Ad
- Articles for Council Corner
- Assist with Annual Report
- Articles for Council Corner Newsletter

Michelle K:

- BAC Expiration letters
- BAC Background Checks
- BAC Background Issues letters
- Complaint Updates
- Solicitation Permit Database Update
- Accounts Payable – including Ethics Board and Charter Board
- Staff and Council Activity Report
- Meeting Summaries
- Meeting Agendas – including ipad preparations
- Update website Boards, Authorities and Commissions
- Office Supply orders
- Update Councilors on Upcoming MDJ Cases regarding Property Maintenance Issues
- Weekly Housing Research Memo
- Train Legislative Aide
- Vault/File Update
- Resolution Disposing 2005 Financial Interest Statements
- Staff and Council 2012 Annual Report
- Financial Interest Statements
- Recruitment letters to Potential BAC Members
- Review Tattoo Regulations
- Review Pet Limitation
- Schedule Second Charter Training Session
- Amendment to the Code of Ethics “Pay to Play”
- Council Newsletter article regarding BAC openings
- Invitation Letters to Diversity Board members to reapply to continue membership
- Alternative Energy Regulations
- Resolution Authorizing the 2013 Bank Accounts
- Update to County of City Elected and Appointed Officials
- Commendations
 - Latino Chamber of Commerce
 - Ady Abreu
 - Ernie Post
 - Martin Luther King Jr. Day
- Certificates

- RHS Berks Best Fall Sports
 - Berks Catholic Berks Best Fall Sports
- Appointment/Reappointment Resolutions
 - Deb Hoag

Beatrice:

- Reading Eagle article archives scanning
- File paperwork (i.e. contracts, minutes, agendas, etc., etc.) accordingly
- Providing IT with update information for online ordinances (codified)
- Distribute incoming mail to office staff and council members
- Scanning of new legislation
- Scanning of contracts
- Updated ordinances and resolutions
- Updated Facebook page and monitored on daily basis
- Accounts Payable
- Assist Spanish speaking constituents
- Prepared “thank you” letters to Pastors doing the invocation at Regular Meetings
- Prepared “thank you” letters to speakers at regular meetings
- Prepared congratulatory letters for BAC appointments/reappointments
- Updated bulletin board
- Scan BPRC agenda
- Council Corner Newsletter

All staff:

- Committee of the Whole minutes, Committee meeting minutes and Regular minutes
- Drafted correspondence and memos for members of Council

Researched

Linda:

- Document Management Software
- PA Land Bank Act & Land Bank legislation in other States
- Fire Escrow Ordinances
- Ordinance Procedures
- Tax Sale Acquisition

Michelle K:

- Housing Amendments 2001 – Present
- County Radio System Legislation

Beatrice:

- None

Meetings Attended

Linda:

- 1/2 – COW re DTE
- 1/3 – Mayor's Staff & Solicitor re RAWA Lease Agreement
- 1/3 - County Treasurer & J. Kromer re Tax Sale Process
- 1/4 - Main St Design
- 1/7 – Legal Specialist re Re-codification
- 1/7 - Legal Specialist re Determination Properties
- 1/7 - Managing Director re agenda
- 1/8 – J Kromer, Legal Specialist and CD Dir re Land Bank
- 1/9 - Legal Specialist re Re-codification
- 1/9 - Acquisition Team re BPRC
- 1/9 - Conference Call re Zoning w/ Zoning Adm & Councilor Waltman
- 1/10 – HR Manager re amendment of Diversity Board Ord
- 1/10 - Legal Specialist re Re-codification
- 1/11 – Chamber Govmt Affairs Committee
- 1/11 - Main St Mission & Vision Stmts
- 1/14 - Legal Specialist re Re-codification
- 1/14 - Managing Director re agenda
- 1/15 - Legal Specialist re Re-codification
- 1/16 – Legal Specialist re Recodification
- 1/16 - Business Analyst re BPRC RFQ to market blighted properties
- 1/16 - CD Director re housing
- 1/17 – Fire Escrow Work Group
- 1/17 - RBI
- 1/17 - BPRC
- 1/18 – Phila Field Trip w/ J. Kromer re BPRC and Land Banking
- 1/21 – Jon Scott re BRPC, Land Bank and ED
- 1/23 – Acquisition Mtg re BPRC
- 1/23 - Eminent Domain training
- 1/24 – CORE Committee re Bank Owned Properties
- 1/24 - RBI
- 1/24 - Act 47 Implementation
- 1/25 – FairView
- 1/25 - RBI
- 1/25 - Conference Call Jon Scott re BPRC
- 1/28 – Man Director re agenda
- 1/29 – Conference Call J. Scott re BPRC
- 1/29 - Land Bank Webinar
- 1/29 - RBI

Michelle K: 1/7 – Nominations & Appointments Committee
 1/7 – Open Government, Rules, and Intergovernmental Relations Committee
 1/8 – Board of Health
 1/8 – Environmental Advisory Council
 1/14 – Committee of the Whole
 1/15 – Bid Opening – Digester Cleaning WWTP
 1/16 – IIMC Region II Conference
 1/17 – IIMC Region II Conference
 1/18 – IIMC Region II Conference
 1/23 – Public Works, Public Safety, Neighborhood Services Committee
 1/28 – Committee of the Whole

Beatrice: 1/7 – Housing and Economic Development Committee
 1/23 – Finance, Budget and Audit Committee

Requests for Information – 4

Council Activities

Topics under Discussion and Consideration

- Heard a presentation from Delta Thermo Energy regarding a waste to steam proposal
- Attended the Crime Summit
- Heard a presentation on the end-to-end Housing Process
- Heard a presentation on the Market Value Analysis
- Attended the State of the City address

Legislation under Consideration

- **Bill No. 6-2013** - amending an Ordinance of the City previously enacted on June 25, 2012, that authorized the incurrence of non-electoral debt through the issuance of a series of federally-taxable general obligation notes of the City in the aggregate principal amount of three million one hundred eleven thousand dollars (\$3,111,000) pursuant to the act of the General Assembly of the Commonwealth of Pennsylvania, known as the Local Government Unit Debt Act, 53 PA.C.S., Chapters 80-82, as amended (the “Act”), to provide funds for certain projects of the City recited therein; providing that the dates set forth in said Ordinance for the payment of principal of and interest on said notes be modified; providing for certain other amendments to said Ordinance; authorizing and directing specified officers of this City to do, take and perform certain necessary and/or appropriate acts and things relating to such amended Ordinance;

providing when this Ordinance shall become effective; providing for severability of provisions; and repealing all Ordinances or parts of Ordinances insofar as the same shall be inconsistent herewith **(Financial Solutions) Tabled at the January 28 regular meeting**

- **Bill No. 7 - 2013** – amending the Diversity Board ordinance **(Council Staff/HR) Introduced at the January 28 regular meeting**
- **Bill No. 8 - 2013** - authorizing the execution of the Inter-municipal Sewer Agreement (IMA) with Laureldale **(Man Dir) Introduced at the January 28 regular meeting**
- **Bill No. 9 - 2013** - amending the 2013 Position Ordinance by adding 30 firefighter positions, to comply with the SAFER Grant if it is accepted. **(Man Dir/Council Staff) Introduced at the January 28 regular meeting**

Legislation Adopted

- **Bill No. 1-2013** - requesting authorization to transfer \$400,000 from the General Fund to the Liquid Fuels Fund **(Controller)**
- **Bill No. 2-2013** - amending the Code of Ordinances of the City of Reading, Berks County, Pennsylvania, Fee Schedule, to add a Bakery category for Health Permit Inspections **(Property Maintenance/Council Staff)**
- **Bill No. 3-2013** – requesting authorization to transfer \$1 million from the General Fund to the Solid Waste Fund **(Controller)**
- **Bill No. 4-2013** - amending Ordinance No. 95-2010, Codified as Section 1-599.61 of the Code of Ordinances of the City of Reading, to declare that the Reading Downtown Improvement District Authority will exercise fiduciary and administrative oversight over the Reading Main Street Program; to designate the executive director of the Reading Downtown Improvement District as the Main Street Program Manager; and to authorize the amendment to the agreement of July 27, 2005 between the City of Reading and the Reading Downtown Improvement District Authority to effectuate the purposes of this Ordinance **(Law)**
- **Bill No. 5-2013** - amending Ordinance No. 41-2005, Codified as Sections 1-431 through 1-440 of the Code of Ordinances of the City of Reading, to amend Section 1-433, titled “Rights of Authority” to add to the powers of the Reading Downtown Improvement District Authority the power of management and fiduciary and administrative oversight of the

Reading Main Street Program; amending Section 1-435, titled “Management” to add responsibility for fiduciary and administrative oversight of the Reading Main Street Program to the responsibilities of the Reading Downtown Improvement District Authority Board; and amending Section 1-439, titled “Management Agreement,” to authorize amendment of the agreement between the Reading Downtown Improvement District Authority and the City of Reading to effectuate the purposes of this Ordinance **(Law)**

- **Resolution** – authorizing the Mayor to execute a Medical Transportation Service Agreement with St. Joseph Regional Health Network d/b/a St. Joseph Medical Center **(Fire)**
- **Resolution** – authorizing the disposition of the 2005 Financial Interest Statements **(Council Staff)**
- **Resolution** – appointing Deborah Hoag to the Reading Area Transportation Study Technical Committee **(Council Staff)**
- **Resolution** – authorizing the bank accounts of the City of Reading for 2013 **(Admin Services/Council Staff)**
- **Resolution** – authorizing promotions of Sergeant Andrew J. Winters, promoted to Lieutenant, Officer Lance R. Lillis, promoted to Sergeant, Officer Wendell A. Buck, promoted to Sergeant, Officer Keith M. Frantz, promoted to Sergeant, in the Police Department **(Police/Council Staff)**
- **Resolution** – authorizing the submission of the Main St grant application **(CD)**
- **Resolution** – authorizing DID to administer the Main Street program **(DID/Law)** *It was determined after the meeting that this resolution was unnecessary and no further action needs to be taken.*
- **Resolution** – authorizing DID to be the Executive Director of the Main Street program **(DID/Law)** *It was determined after the meeting that this resolution was unnecessary and no further action needs to be taken.*

Committee Discussion Topics

Finance, Audit and Budget Committee

- Reviewed the **CSC and IT** monthly reports

- Heard an update on the progress of amending the **Procurement Policies**
- Discussed a **Library Tax**
- Heard an update on the creation of a **Defined Contribution Plan**
- Reviewed **revenues and expenditures and Police and Fire Overtime Costs**
- Heard an update on the **audit of transfers and capital projects**

Public Safety, Public Works and Neighborhood Services Committee

- Heard an update on the **Pagoda Foundation**
- Discussed acceptance of the **SAFER Grant**
- Heard an update on **enforcement of the Solid Waste regulations**
- Heard an update on the **Wyomissing Park Streetlights**
- Heard an update on the **Penn St projects**
- Heard an update on the **Cotton St repaving project**
- Heard an update on the **relocation of UGI gas meters**
- Reviewed the **2012 crime statistics**
- Heard an update on the **Crime Summit**
- Heard an update on **2012 Police Training**

Open Government, Rules and Intergovernmental Relations Committee

- Heard a proposal for **agenda preparation software**
- Discussed **access to City emails**
- Heard an update on **printing of the Welcome to Reading Guidebook**
- Heard an update on the **Communication Policy and the Media Policy**
- Discussed the formation of the **Charter Review Commission**
- Discussed the draft **amendment to the Code of Ethics regarding “Pay to Play” regulations**

Housing, Economic Development and Strategies Committee

- Heard an update on the **Main Street process and designation application**
- Heard an update on the **Comprehensive Plan**

Nominations and Appointments Committee:

- Discussed the recommendation of the Administration to appoint Deb Hoag as the second representative to the **Reading Area Transportation Study (RATS) Technical Committee**

